

RC-50 REV. 7/83

(1) PAC ⁷ of 1

(2) DATE
6/3/93

(3) NAME OF AGENCY Dept. of Environmental Protection		(4) NAME OF DIVISION Office of Commissioner/Communications	
(5) ("X" One) SCHEDULE <input checked="" type="checkbox"/> ORIGINAL <input type="checkbox"/> REVISED (If revised, enter previous retention schedule no. here).		(6) RETENTION SCHEDULE NUMBER 93-1-7	
		APPROVED RETENTION	
(7) ITEM NO.	(8) DESCRIPTIVE TITLE OF RECORD	(9) OFFICE	(10) RECORDS CENTER
			(11) LEGAL REQUIREMENTS
1.	Photographs (Generally taken in-house for the Citizens' Bulletin) Environmental topics	Permanent/Archival	
2.	Press Releases, Public Service Announcements (PSA's), Fishing Advisories	1 Year	
3.	Rex Brasher Prints (Birds of North America) (incomplete set of copyprints)	NO Requirement*	
	*When Office decides prints no longer needed, contact UCONN Natural History Museum to arrange transfer		
4.	Speeches and related correspondence (Speeches for Commissioners of DEP)	Permanent/Archival	
5.	Subscription Cards (Citizens' Bulletin and CT Environment)	3 Years or until audited whichever comes later.	
(12) AGENCY APPROVAL		APPROVED (Public Records Administrator)	
<input checked="" type="checkbox"/> APPROVED <input type="checkbox"/> NOT APPROVED SIGNATURE: Victoria A. Wentworth Agency RMLO 6/9/93		DATE: 7/20/93 Mark H. Jones State Archivist 7/19/93	

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(1) PA: } of

(2) DATE 3/12/93

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